

POSITION DESCRIPTION (Please Read Instructions on the Back)

NL11165

2. Reason for Submission: <input checked="" type="checkbox"/> Reassignment <input type="checkbox"/> Reestablishment <input type="checkbox"/> New <input type="checkbox"/> Other	3. Service: <input type="checkbox"/> Active <input checked="" type="checkbox"/> Field	4. Employee's Office Location: ORLANDO, FL	5. Duty Station: ORLANDO, FL	6. OPM Classification: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
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Explanation (Show any positions rejected)

7. Fair Labor Standards Act: <input checked="" type="checkbox"/> Exempt <input type="checkbox"/> Nonexempt	8. Financial Statement Analysis: <input type="checkbox"/> Executive Personnel <input type="checkbox"/> Financial Analysts <input type="checkbox"/> Employment and Financial Analysts	9. Subject to VA Act: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
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10. Position Status: <input checked="" type="checkbox"/> Competitive <input type="checkbox"/> Exempt (Specify in Remarks) <input type="checkbox"/> SES (Sen.) <input type="checkbox"/> SES (C)	11. Position at: <input type="checkbox"/> Summary <input type="checkbox"/> Management <input checked="" type="checkbox"/> Neither	12. Sensitivity: <input type="checkbox"/> 1- Non-Sensitive <input checked="" type="checkbox"/> 2- Moderate <input type="checkbox"/> 3- Critical <input type="checkbox"/> 4- Social	13. Commissioned: 13DZ	14. Agency Use
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15. Classification/Grade by: a. U.S. Office of Personnel Management b. Department, Agency or Establishment c. Second Level Review d. First Level Review	Official Title of Position: (Interdisciplinary) ELECTRONICS/COMPUTER ENGINEER	Pay Plan: GS	Occupational Code: 855/854	Grade: 13	Initials: 6pt	12
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16. Organizational Title of Position of employee from official use: GENERAL ENGINEER	17. Name of Employee (or vacant, specify)
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18. Department, Agency, or Establishment: DEPARTMENT OF THE ARMY (DA)	a. Third Subsystem: PROJECT MANAGER FOR ITT SIMULATORS (I)
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a. First Subsystem: ARMY MATERIEL COMMAND (AMC)	d. Fourth Subsystem
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b. Second Subsystem: SIMULATION, TRAINING & INSTRUMENTATION COMMAND	e. Fifth Subsystem
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c. Signature of Employee (required)	Signature of Employee (required)
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19. Employee Review—This is an accurate statement of the major duties and responsibilities of my position.	20. Supervisory Certification. I certify that this is an accurate statement of the major duties and responsibilities of this position and its organizational relationships, and that the position is necessary to carry out Government functions for which I am responsible. This certification is made with the knowledge that this information is to be used for statutory purposes to appointment and payment of public funds, and that false statements may constitute violation of such statutes or their implications.
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a. Types Name and Title of Immediate Supervisor: HENRY I. JEHAN, JR., Deputy Project Manager	b. Types Name and Title of Higher-Level Supervisor or Manager (optional)
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Signature: 	Date: 24 Nov 97	Signature: 	Date: 24 Nov 97
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21. Classification/Job Grading Certification. I certify that this position has been classified/graded as required by Title 5, U.S. Code, in conformance with standards published by the U.S. Office of Personnel Management or, if no published standards apply directly, consistent with the most applicable published standards.	22. Position Classification/Grading Certification. I certify that this position has been classified/graded as required by Title 5, U.S. Code, in conformance with standards published by the U.S. Office of Personnel Management or, if no published standards apply directly, consistent with the most applicable published standards.
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Types Name and Title of Official Taking Action: JAMES M. SKURKA, Deputy to the Commander	Information for Employees. The standards, and information on them, are available in the personnel office. The classification of the position must be corrected by the agency or the U.S. Office of Personnel Management on classification/job grading appeals, and complaints on FLEA, is available from the personnel office or the U.S. Office of Management.
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Signature: 	Date: 24 Nov 97
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23. Position Review	INITIALS	DATE	INITIALS	DATE	INITIALS	DATE	INITIALS	DATE	INITIALS
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a. Employee (optional)	INITIALS	DATE	INITIALS	DATE	INITIALS	DATE	INITIALS	DATE	INITIALS
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b. Supervisor	INITIALS	DATE	INITIALS	DATE	INITIALS	DATE	INITIALS	DATE	INITIALS
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c. Classifier	INITIALS	DATE	INITIALS	DATE	INITIALS	DATE	INITIALS	DATE	INITIALS
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24. Remarks: POSITION IS AT FULL PERFORMANCE LEVEL	BUS: 7777
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Position is designated as a DAWIA position.
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25. Description of Major Duties and Responsibilities (See Attached)

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SUPERVISORY CONTROLS

Serves under the supervision of the Deputy Project Manager who makes broad assignments including general technical objectives to be attained, program requirements, time frames for completion of work, and guidance on critical or controversial issues. Incumbent discusses with supervisor the broad phases and the progress of the work and administrative matters, but receives little or no guidance in implementation of the technical details. Workload and technical details are coordinated with the team leader and other team members. Correspondence, plans, and other material requiring concurrence and/or approval are reviewed for technical adequacy or feasibility and conformance to established policy.

INTRODUCTION

Serves as a senior team member and technical specialist in the Office of the Project Manager for Instrumentation, Targets and Threat Simulators (PM ITTS) of the Simulation, Training and Instrumentation Command (STRICOM), a major subordinate command of the US Army Materiel Command (AMC). Responsible for staff issues related to assigned Army major instrumentation, target and/or threat simulator projects.

Manages and executes, individually and/or as a team member, ITTS programs, projects, and services which cross ITTS commodity lines. Facilitates horizontal integration and staff coordination between the three PM ITTS management offices. Provides staff oversight and support of the research, development, design, procurement, validation and accreditation of the full range of ITTS systems ranging from low cost devices to unique complex laboratory simulation facilities and actual representations of threat equipment for use in determining the effectiveness of Army materiel. These programs apply to all Army and DOD agencies/activities engaged in the development, product improvement and testing of materiel used to defeat threat systems.

Responsibilities include managing command objectives pertaining to Army major instrumentation, targets and/or threat simulators for use by DOD; and reviewing, analyzing and reporting on the progress made in attaining the approved objectives. Major instrumentation refers to instrumentation which satisfies joint service requirements, serves multiple Army/DoD commands, requires a significant level of development and integration, or has a large dollar value (i.e., normally an acquisition cost of at least \$1 million per year or a total cost of at least \$5 million or more). Targets and Threat Simulators covered include: ground weapon systems, full-scale drone aircraft, electronic warfare simulators, hybrid simulators and virtual simulations. Individual target and threat simulator projects are multi-year, multi-million dollar efforts.

MAJOR DUTIES

Performs the following project management duties in conjunction with the foregoing:

1. Manages and executes assigned ITTS programs, projects and services which cross ITTS commodity lines, to include ITTS Long Range planning, horizontal technology integration, and other projects as assigned by the supervisor. 20%
2. Develops, reviews and/or interprets policies, directives and/or regulations pertaining to assigned projects. Maintains knowledge of U.S. and foreign weapons systems capability and development. Reviews, staffs and comments on project acquisition documentation prior to milestone decision reviews. The incumbent will develop and/or review technical proposals, to recommend development prioritization. Many times there will have been no precedent for similar development programs, and the incumbent will have to exercise initiative to derive new and unique approaches to fulfilling requirements and solving problems. There will be constant need to readjust goals and plans in accordance with changes in the work situation, congressional and/or top level DoD decisions and the Army POM. 20%
3. Maintains cognizance of modeling and simulation efforts within STRICOM and throughout the Army, coordinates interfaces between ITTS projects and other STRICOM efforts, and provides program analysis and evaluation for assigned PM ITTS projects. 20%
4. Represents PM ITTS at meetings with other services and OSD; reports on issues, corrective actions and planned/achieved results, to PM ITTS, AMC and DA management; and prepares and presents briefings to all levels within the Army and DoD. 20%
5. Single PM ITTS POC to customer. Participates in Test Integration Working Groups, Validation and Accreditation working groups and ORD development working groups. Conducts, contributes to, or reviews documents such as cost benefit analysis, Cost and Operational Effectiveness Analysis and make versus buy decisions. 15%
6. The incumbent actively participates in the tri-annual review process for ITTS and provides program analysis and evaluation for assigned projects. The incumbent must be aware of deviations from and schedules which will impact successful project completion and take corrective action. This will involve close association with work in progress, and ability to reach conclusions on less than complete information. At the same time, the incumbent must maintain awareness of a highly dynamic budget and Army priority environment. He/she will have to react to changes in funding,

available hardware, priority of objectives, developing technology, new alternatives, and numerous other complex factors. When deviations are detected, incumbent must take immediate corrective action. Assigned effort is critical to equipment development schedules which have high national and international priority. Incumbent will represent PM ITTS at meetings with all services and OSD. Incumbent will be required to report on issues and corrective actions and planned/achieved results, to all levels of Army and DoD management. Incumbent will be required to prepare and present briefings to all levels of DoD. 5%

Performs other duties as assigned.

Factor 1. Knowledge required by the position

The assignment requires the application of professional knowledge of electronics, mechanical and aerospace engineering disciplines, and involves such technology as electro-optics, radar, avionics and robotics.

An intensive specialized knowledge of specific systems such as electronic warfare, aerial targets, ground targets, communications systems, radar systems, electro-optical systems and/or avionics systems is required.

Knowledge of modeling and simulation efforts within STRICOM and throughout the Army and how they relate to Army T&E, training and acquisition programs.

Knowledge of Army and DOD Budgeting procedures to maintain cognizance of funding levels in a highly dynamic environment.

Ability to gather and analyze information, make sound judgments, and develop, review and/or interpret policies, directives and/or regulations pertaining to assigned projects.

Ability to effectively communicate recommendations orally and in writing to higher organizational management, and to instruct peers in technical subjects such as automation.

Because assigned effort is critical to equipment development, schedules which have high national and international priority, and a large number of independent organizational participants, the incumbent must possess negotiation ability and management skills.

Factor 2. Supervisory Control.

Serves under the supervision of the DPM, ITTS. Receives work from higher graded employee who makes broad assignments including general technical objectives to be attained and program requirements, time frames for completion of work, and guidance on

critical or controversial issues. Incumbent discusses with supervisor the broad phases and the progress of the work and administrative matters, but receives little or no guidance in implementation of the technical details. Correspondence, plans, and other material requiring concurrence are normally accepted as technically authoritative.

Factor 3. Guidelines

DOD, DA, AMC, and STRICOM regulations, policies and guidelines which are usually limited to broad objectives and policy. The incumbent must adapt and interpret these guidelines, frequently establishing new policies. Judgments must be made when program/project constraints preclude following established policies and procedures. Many times there will have been no precedent for similar development programs, and the incumbent will have to exercise initiative to derive new and unique approaches to fulfilling requirements and solving problems. There will be constant need to readjust goals and plans in accordance with changes in the work situation, congressional and/or top level DOD decisions and the Army POM.

Factor 4. Complexity

The work involves innovative application of systems technology and management principles to identify critical problems and assure program accomplishment. The complexity of assignments results from both management and technology factors associated with applying engineering principles to advance the state of the art. The incumbent will have to react to changes in funding, available hardware, priority of objectives, developing technology, new alternatives, and numerous other complex factors. When deviations are detected, incumbent must take immediate corrective action.

Direct leadership is frequently crucial in motivating government and contractor personnel at many levels with frequently conflicting interests. Assigned programs/projects are characterized by unusual factors and pressures which create a management situation resulting in a substantial element of uncertainty and risk as to the foreseeable outcome of efforts. Vital aspects of projects require the development of new approaches to problems and the pursuit of alternative courses of action. Program complexities call for frequent reprogramming and readjustment of schedules, funds, and the activities of program participants.

Factor 5. Scope and Effect

The incumbent's actions and decisions have a direct impact on the cost, schedule, performance, and supportability of systems, subsystems, and/or equipment managed. Alternative management approaches developed frequently effect the efficiency of methods and procedures used in other Army commands, other Services and DOI agencies.

Factor 6. Personal Contacts

Interacts with Army, Navy, Air Force and DOD personnel to include program and functional specialists within STRICOM; senior managers at higher headquarters; functional specialists and managers from Army, other Service and DOD activities; and representatives of contractor organizations.

Factor 7. Purpose of Contacts

Contacts are to initiate action, resolve problems, gain information and report program/project progress to management and other personnel within and outside the organization. Motivation and persuasion are often required to achieve agreement among diverse program participants with differing objectives or views. The incumbent must defend or justify critical program decisions to higher levels of management as appropriate.

Factor 8. Physical Demands

The work is mostly sedentary, although there may be some walking, bending, and climbing associated with on-site activities.

Factor 9. Work Environment

The work is primarily performed in an office setting. Some work may be performed at industrial and manufacturing facilities, field sites, and test ranges. Frequent travel by commercial and military aircraft under conditions described in the DOD Joint Travel Regulations may be required.

Incumbent must be able to obtain and maintain a top secret clearance.

Subject to drug testing in accordance with regulatory guidance.

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This position is designated as belonging to the DAWIA career field and the Category "S" (Systems Planning, Research Development and Engineering) certification Level III education, training, and experience standards and qualifications are applicable requiring that the selectee for this position meet the certification requirements within 18 months after assignment or obtain a Certification of Waiver.

